

ACPE ID No. Last Name First Name Contact Ph No.:

This form is due prior to start of classes. Forms received after the first day of semester will not be processed unless approved by the Dean.

Confirm your continuing enrolment in the course by specifying the units in which you wish to enrol each semester.

1. Unit Enrolment (Place a cross in the box to indicate the unit/s you are enrolling into)

- **A regular full-time load is 4 units a semester.** You need the Dean's approval to enrol in more than 4 units in a semester.
- **You may be withdrawn from the unit if you have not completed its prerequisite/s.** It is your responsibility to ensure you have completed the prerequisites for the units you are enrolling into.
- For each unit listed below, the EFTSL (Equivalent Full-Time Student Load) is 0.125 and the credit point value is 6.

First Year Units for Catch-up (with Intake 3/16)					
AUTUMN SEMESTER 2016			WINTER SEMESTER 2016		
Unit Code	Old Unit Code	Unit Title	Unit Code	Old Unit Code	Unit Title
<input type="checkbox"/> GHS1301	HL116	Understanding Health	<input type="checkbox"/> HSC1202	SC132	Musculo-skeletal Anatomy and Physiology
<input type="checkbox"/> HSC1103	SC131	Foundations of Human Biology for Fitness	<input type="checkbox"/> HSC1204	FS134	Exercise Prescription throughout the Lifespan
<input type="checkbox"/> PER1102	FS112	Fitness Principles and Programming	<input type="checkbox"/> PER1203	FS136	Methods of Motivation in Fitness and Sport
<input type="checkbox"/> PER1104	PD133	Introduction to Responsible Fitness Management	<input type="checkbox"/> SPB1205	BM311	Small Business Management Principles
Mixed First Year and Second Year Units (for Intake 7/15)					
AUTUMN SEMESTER 2016			WINTER SEMESTER 2016		
Unit Code	Old Unit Code	Unit Title	Unit Code	Old Unit Code	Unit Title
<input type="checkbox"/> HSC1103	SC131	Foundations of Human Biology for Fitness	<input type="checkbox"/> GHS2202	FS211	Principles of Health Promotion (prereq: GHS1301 or HL116)
<input type="checkbox"/> PER1102	FS112	Fitness Principles and Programming	<input type="checkbox"/> HSC1204	FS134	Exercise Prescription throughout the Lifespan
<input type="checkbox"/> PER1104	PD133	Introduction to Responsible Fitness Management	<input type="checkbox"/> HSC2201	SC231	Biomechanics (prereqs: HSC1202 and ACSF Level 3 Numeracy)
<input type="checkbox"/> PER2105	MV225	Strength and Conditioning (prereq: HSC1202 or SC132 or SC134 or SC113)	<input type="checkbox"/> PER1204	PD131	IT in Fitness
Second Year Units (for Intake 3/15)					
AUTUMN SEMESTER 2016			WINTER SEMESTER 2016		
Unit Code	Old Unit Code	Unit Title	Unit Code	Old Unit Code	Unit Title
<input type="checkbox"/> GHS2102	FS212	Health and Activity for Diverse Populations (prereq: HSC1204 or FS134)	<input type="checkbox"/> GHS2202	FS211	Principles of Health Promotion (prereq: GHS1301 or HL116)
<input type="checkbox"/> HSC2103	SC214	Applied Exercise Physiology (prereq: HSC1202 or SC134)	<input type="checkbox"/> HSC2201	SC231	Biomechanics (prereqs: HSC1202 and ACSF Level 3 Numeracy)
<input type="checkbox"/> PER2104	FS312	Introduction to Understanding Sport and Fitness Research (prereq: GHS1301 OR SPB1301 or HL116)	<input type="checkbox"/> PER1204	PD135 / PD131	IT in Fitness
<input type="checkbox"/> PER2105	MV225	Strength and Conditioning (prereq: HSC1202 or SC132 or SC134 or SC113)	<input type="checkbox"/> PER1207	FS135	Exercise and Social Development through the Lifespan
Mixed Second Year and Third Year Units (for Intake 7/14)					
AUTUMN SEMESTER 2016			WINTER SEMESTER 2016		
Unit Code	Old Unit Code	Unit Title	Unit Code	Old Unit Code	Unit Title
<input type="checkbox"/> GHS2102	FS212	Health and Activity for Diverse Populations (prereq: HSC1204 or FS134)	<input type="checkbox"/> HSC3202	SC332	Health, Lifestyle Disease and Exercise Prescription (prereq: HSC2103 or SC232 or SC214)
<input type="checkbox"/> GHS2301	PD231	Professional Integrity (prereq: GHS1301 or HL116)	<input type="checkbox"/> PER1207	FS135	Exercise and Social Development through the Lifespan
<input type="checkbox"/> HSC2103	SC214	Applied Exercise Physiology (prereq: HSC1202 or SC134)	<input type="checkbox"/> PER3205		Professional Practice and Reflection in the Fitness Industry (prereq: PER2104 or FS312)
<input type="checkbox"/> PER2104	FS312	Introduction to Understanding Sport and Fitness Research (prereq: GHS1301 or HL116 or FS212)	<input type="checkbox"/> SPB2204	BM312	Small Business Management Practices (prereq: SPB1205 or BM311)
Third Year Units (for Intake 3/14)					
AUTUMN SEMESTER 2016			WINTER SEMESTER 2016		
Unit Code	Old Unit Code	Unit Title	Unit Code	Old Unit Code	Unit Title
<input type="checkbox"/> GHS2301	PD231	Professional Integrity (prereq: GHS1301 or SPB1301 or HL116 or FS111)	<input type="checkbox"/> HSC3202	SC332	Health, Lifestyle Disease and Exercise Prescription (prereq: HSC2103 or SC232 or SC214)
<input type="checkbox"/> HSC3102	SC331	Mechanics of Prevention and Rehabilitation (prereq: HSC2103 or SC232 or SC214)	<input type="checkbox"/> PER3203	PD332	Problem Based Learning: Theme of Fitness for Diverse Populations (prereq: PER2104 or FS312 or PD232)
<input type="checkbox"/> PER2103	FS138 / FS311	Fitness Industry Trends and Issues (prereq: GHS1301 or HL116)	<input type="checkbox"/> PER3205		Professional Practice and Reflection in the Fitness Industry (prereq: PER2104 or FS312)
<input type="checkbox"/> PER2104	FS312	Introduction to Understanding Sport and Fitness Research (prereq: GHS1301 or HL116 or FS212)	<input type="checkbox"/> SPB2204	BM312	Small Business Management Practices (prereq: SPB1205 or BM311)

Continued on the next page

2. Tuition Fee Payment Method
A) Domestic Students: Tuition Fee per unit is \$2,427

AUTUMN SEMESTER 2016	WINTER SEMESTER 2016
Enter the number of units you selected: <input type="text"/>	Enter the number of units you selected: <input type="text"/>
Tuition fee (calculated from #units entered above) = \$ <input type="text"/>	Tuition fee (calculated from #units entered above) = \$ <input type="text"/>
Payment Method (Place a cross <input checked="" type="checkbox"/> in one of the boxes below)	Payment Method (Place a cross <input checked="" type="checkbox"/> in one of the boxes below)
<input type="checkbox"/> Fully FEE-HELP	<input type="checkbox"/> Fully FEE-HELP
<input type="checkbox"/> Fully UPFRONT	<input type="checkbox"/> Fully UPFRONT
<input type="checkbox"/> Partially FEE-HELP and Partially UPFRONT. Amount I wish to pay UPFRONT by census date is \$ <input type="text"/>	<input type="checkbox"/> Partially FEE-HELP and Partially UPFRONT. Amount I wish to pay UPFRONT by census date is \$ <input type="text"/>

B) International Students: Tuition Fee per unit is \$2,740

AUTUMN SEMESTER 2016	WINTER SEMESTER 2016
Enter the number of units you selected: <input type="text"/>	Enter the number of units you selected: <input type="text"/>
Tuition fee (calculated from #units entered above) = \$ <input type="text"/>	Tuition fee (calculated from #units entered above) = \$ <input type="text"/>
Payment Method must be: Fully UPFRONT	Payment Method must be: Fully UPFRONT

REMINDERS:

- To access FEE-HELP for your course for the first time, you must meet FEE-HELP eligibility requirements and submit the completed *Request for FEE-HELP Assistance Form* to ACPE no later than 5pm of the semester's census date.
- If paying by partial FEE-HELP and partial UPFRONT, the upfront payment must be made on or before 5pm of the semester census date.
- If paying fully upfront, the first instalment payment is due on the start date of the semester.
- Upfront amount payments can be made by cheque, credit card or electronic funds transfer payable to: ACPE Ltd, Locked Bag 2000, Concord West NSW 2138 BSB: 082 902, (NAB) Account Number: 566-255-467. Include your name in the reference for direct deposit.

3. Student Declaration

- I have noted the following important dates:

Autumn Semester Classes Start on: Monday, 7 th March 2016	Winter Semester Classes Start on: Monday, 25 th July 2016
Autumn Semester Census Date is: Wednesday, 30 th March 2016	Winter Semester Census Date is: Wednesday, 17 th August 2016

- I acknowledge and understand that:
 - I am responsible for checking that my enrolment and fee payment details are correct. I can do so by checking the **Enrolment Summary** notice that I will be sent via my ACPE email account a few weeks after initial enrolment and via post shortly before each semester's census date;
 - If I wish to enrol in additional units or request a change to tutorial group, I must lodge an **Enrolment Variation Form** on or before the due date;
 - To withdraw from any enrolled unit, I must lodge an **Enrolment Variation Form** on or before the unit's **census date**;
 - If I do not withdraw from an enrolled unit on or before the unit's **census date** and do not attempt to complete the unit in which I am enrolled, I will be liable to pay the tuition fee for the enrolled unit and will incur a Fail Incomplete grade for the unit.
- I declare that I am the person whose name appears on the form.

Student's Signature (see below): Date:

SUBMISSION

After completing this form, save and send this form to ACPEUnitEnrolments@acpe.edu.au from your ACPE email address. Your signature above is not required. **OR**

Print this form after completing it, sign the declaration above, and submit it by

- mail to **ACPE Locked Bag 2000, Concord West NSW 2138**, or
- by email of the scanned document to ACPEUnitEnrolments@acpe.edu.au from your personal email address, or
- in person to ACPE Front Desk staff.

Dean's approval if form is received after Day 1 of the Semester

Signed:

Date

Office Use Only: Entered _____ Enrolment Summary sent: _____